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**Coseley East and Sedgley Community Forum – Monday 9th September 2019**

**Report of the Chief Officer Health and Wellbeing**

**Community Forum Funding**

**Purpose**

1. To consider the allocation of expenditure from the community forum funding budget for the 2019/20 municipal year.

**Recommendations**

2. It is recommended that the forum considers the applications referred to in the report and makes an appropriate recommendation to the Chief Officer Health and Wellbeing.

**Background**

3. The ten community forums are responsible for allocating expenditure from the delegated community forum funding budget. The Cabinet, in March 2018, approved a new set of criteria to replace the previous guidelines against which allocations from the delegated budget should be considered, and these are attached. Criteria for any remaining funding available through the High Street Innovation and Empty Shops Grant are also attached.
4. Copies of the applications referred to in this report have been e-mailed to Members prior to the meeting.

**Applications for consideration at this meeting**

**Sedgley and District Community Association**

5. An application has been received from Sedgley and District Community Association which promotes educational, recreational and vocational activities and provides rooms for hire.

6. The Association is requesting £5,000.00 towards the total cost of approx. £80,000.00 of creating an on-site car park. This is a re-submission of an application made during 2018/19 which was withdrawn due to the remaining funding required not being in place. The applicants are now optimistic that this remaining funding will now be available to allow the scheme to progress early in 2020.
7. Within the last three years, the association has been awarded £889.98 in November 2016 for four new coat of arms flags, £4,493.40 in November 2016 for Christmas lights, £5,000.00 in September 2017 for a Christmas lights switch on event (£3,676.29 spent) and £5,000.00 (£1,685.92 spent) in November 2017 to improve and maintain the Christmas lights.

#### Sedgley Evening Townswomen's Guild

8. An application has been submitted by Sedgley Evening Townswomen's Guild which has a monthly meeting as well as many other events and activity groups such as a craft group, book club, lunch and supper clubs and walking group, providing women with support, encouragement, friendship and fun.
9. The guild is seeking £640.00 for the printing, and delivery of 3,000.00 Sedgley Heritage Trail Leaflets, produced in response to one of a number of challenges set by the national Townswomen's Guild's 90<sup>th</sup> anniversary.
10. The guild has not received any community forum funding within the last three years.

#### St. Andrew's Church, Sedgley

11. An application has been received from St. Andrew's Church, Bilston Street, Sedgley, which, alongside its faith-related activities, runs a community café on weekdays, a shop selling books, clothes and household items, group activities such as knit and natter and a cooked lunch for elderly people once a fortnight.
12. The church is asking for £1,000.00 towards the costs of purchasing a defibrillator and cabinet to be located on an external wall of the church in order to be accessible to the community. Remaining costs will be covered by the church and any local organisations in Bilston Street willing to contribute.
13. The church has not received any community forum funding within the last three years.

### Provision of Christmas trees and lights

14. Community forums have, in recent years, provided funding for the provision of Christmas trees and lights in their areas. Environmental Services have provided costs for the provision of two cut trees in Vicarage Road, Roseville, and the Bull Ring, Sedgley, plus the installation and removal of on-street lighting displays in Sedgley and Coseley town centres.
15. The amount of funding requested to cover these items is £9,175.60, which includes £1,560.90 for the Vicarage Road tree, £1,561.00 for the Bull Ring tree, £1,752.60 for the on-street lighting in Coseley and £4,301.10 for the on-street lighting in Sedgley. The overall cost is £15,354.70. Environmental Services will cover the remaining costs from within their base budget.

### Urgent application considered between meetings

16. An application was received from East Coseley Big Local requesting £3,040 for costs associated with the Coseley Black Country Day event (including first aid, traffic management, insurance and entertainment) held on the Clayton playing field in Old Meeting Road, Coseley.

The group asked if this could be considered as an urgent item in between community forum meetings as the event took place on 28<sup>th</sup> July 2019.

17. Members of the forum agreed to support the application from the Coseley East ward allocation.

### Finance

18. Each community forum receives an annual allocation of £10,000.00 per ward.
19. The balances currently available to spend are as follows:

£	Balance Bfwd 18/19	Annual Funding 19/20	Actual Spend 19/20	Committed	Balance to award
Coseley East	22,080.90	10,000.00	0	8,911.28	23,169.62
Sedgley	30,138.18	10,000.00	4,990.98	750.00	34,397.20
<b>Total</b>	<b>52,219.08</b>	<b>20,000.00</b>	4,990.98	<b>9,661.28</b>	<b>57,566.82</b>

20. Empty Shops Grant and High Street Innovation Fund - one-off funding was made available in the 2014/15 financial year for projects which improve the appearance or economic vitality of an area, with preference to the borough's centres and high streets. The remaining value of this funding allocated to the Sedgley ward is £5,000.00. Guidance about the criteria to be used in making decisions about the allocation of this funding are attached to this report.

### **Law**

21. The Localism Act 2011 gives the Council a power of general competence to act in the interests of the Community. Section 111 of the Local Government Act 1972 enables the Council to do anything that is calculated to facilitate, or is conducive to or incidental to, the discharge of its statutory functions.

### **Equality Impact**

22. A wide range of voluntary and community organisations across the borough have been awarded community forum funding. Beneficiaries have included, for example, people from across all age groups, from different ethnic and religious backgrounds and groups of disabled people.

### **Organisational Development/Transformation**


23. A review of community forums was carried out in 2016/17 with a range of recommendations approved by the Cabinet in May 2017 for developing forums as part of the council's commitment to working more closely with local communities.

### **Commercial/Procurement**

24. There are no commercial implications.

### **Health, Wellbeing and Safety**

25. Community forum funding provides valuable support to many voluntary and community groups across the borough. This has a positive impact on the health, wellbeing and safety of the borough's residents and contributes towards the building of stronger, safer and more resilient communities in line with the Dudley Vision.



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**Chief Officer Health and Wellbeing**

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### **List of Background Papers**

- The application forms on which this report is based have been emailed to Members prior to the meeting, but contain exempt information under the terms of part I of Schedule 12A to the Local Government Act 1972.
- Criteria for considering funding applications attached.

## **Funding criteria for applicants – Community Forum funding**

1. Voluntary or community organisations based in Dudley borough, or which benefit people in the borough, can apply for up to a maximum of £5,000 per year. The same project will not normally be funded more than once in every three years (see note 1).
2. Applications should be for local projects i.e. in a particular ward/small number of wards and not borough wide. Applications should be from a parent organisation rather than, for example, an individual team within a sports club.
3. Applications should demonstrate how they will contribute to Dudley Council's aim to support local people and organisations to work together to improve the local community or area and encourage local people to be active citizens.
4. Applications may be for capital and/or revenue expenditure (see note 2), but revenue costs must be one-off or strictly time-limited; ongoing revenue costs will be the applicant's responsibility and will not be funded by the council.
5. Applicants are encouraged to demonstrate match funding or efforts to obtain funding elsewhere/share resources with other organisations.
6. Applications are to be submitted at least 21 days before a forum meeting in order to be considered at that meeting. Later applications will be held over to the next available meeting. Genuinely urgent applications may be considered between meetings at the discretion of community forum members.
7. Once an application is received, where appropriate a council community development worker will arrange to meet the applicants to provide advice and support with the application before it proceeds.
8. Applications will only be considered if the application form is completed fully and the requested documents submitted (see note 3).
9. If appropriate, applications may be recommended for, or redirected to, funding from other sources.
10. Applicants will need to attend the forum meeting at which their application is considered to share what they plan to do and answer any questions.
11. A recommendation on the application will be made by the forum's elected members to the council's Chief Officer Health and Wellbeing.
12. A funding approval may be given with particular conditions attached e.g. equipment purchased to be shared with other organisations.

### Notes:

Note 1. Individual community forums reserve the right to make exceptions depending on the circumstances of the application.

Note 2: Capital – one-off expenditure on buying equipment, vehicles, land or buildings, or carrying out improvements or new build. Revenue – expenditure on running costs of projects or activities, including staff costs and purchase of consumable items or services.

Note 3: an alternative way to apply will be available to people who may have difficulty in completing the application form because of a disability

## **Terms and conditions of funding**

Payment will usually be made once work or an activity has been carried out and/or goods/equipment purchased and related paid invoices or receipts provided to the council.

### **If approved, funding will be provided on the basis that:**

1. The funding is spent within nine months of approval by the community forum i.e. paid invoices/receipts are submitted to the council within this timescale. If (in exceptional circumstances) funding has been provided in advance, paid invoices/receipts must be provided to the council within three months or the money will need to be repaid to the council.
2. A representative of the organisation attends a meeting of the community forum within twelve months of the application being approved to share feedback about the difference the funding has made.
3. The organisation uses the funding only for the purpose stated, agrees to provide any extra information that the Council may require and allows Council officers to inspect goods/equipment purchased, if required.
4. Any goods/equipment funded are sufficiently insured.
5. The Council's internal and external auditors have the right to inspect documentation relating to the funding application.
6. If funding has been awarded based on misleading or inaccurate information, or the organisation receives funding for the same items from another source, the organisation will repay part or all of the allocation as required by the Council.

## **Elected members, when considering community forum applications:**

1. should apply the funding criteria for applicants in considering applications; the council's Standing Orders and Financial Regulations, and the council's legal powers must be complied with in dealing with applications;
2. should declare any interests that they have in any of the applications to be considered;
3. will make recommendations on applications for community forum funding to the Chief Officer Health and Wellbeing who has delegated authority for community forum funding;
4. are free to decide whether to pool their resources across wards or to use each ward allocation only for applications relating to that ward;
5. may wish to identify with the local community some priorities for their areas on an annual or other basis and invite grant applications which relate to these;
6. should allow applicants, who will be asked to attend forum meetings, to present their applications, and successful applicants, who will be attending a future meeting, to provide feedback. This will help in establishing accountability and a clear audit trail for expenditure, as well as sharing learning and inspiration with other community groups; and
7. have discretion in dealing with applications at meetings in the absence of the applicants.



## High Street Innovation/Empty Shops Grant Funding Applications

1. One-off funding has been made available in the 2014/15 financial year for projects which improve the appearance or economic vitality of an area, with preference to the Borough's Centres and High Streets.
2. The Council will decide which source of funding successful applications will use, but as guidance for applicants High Street Innovation/Empty Shops Grant funding will be considered for the following:-

### Eligible proposals

- Proposals will be considered either for Capital or Revenue activities.
- Proposals are preferred for projects within the Borough's defined Principal or Local Centres, but applications may be considered in any location where benefits to the local economy or environment may be demonstrated.
- Proposals that show a partnership approach (between for example business and the Community will be preferred).

### Ineligible proposals

- Proposals which create ongoing revenue costs for the Council. Proposals must demonstrate how any improvements will be maintained.
- Proposals which are required as a direct result of a planning condition, enforcement action or any other statutory consent.
- Proposals that do not have the agreement of the owner or occupier of land or property affected.
- Proposals that do not have a realistic prospect of being granted planning permission.

### Suggested areas of expenditure

- Proposals to improve the appearance or condition of empty commercial or retail premises.
- Proposals to improve vacant or unsightly land.
- Match funding to support funding bids for the above.
- Activities and events to support centres economic vitality.